



## NEW JERSEY FFA ASSOCIATION

New Jersey Department of Agriculture  
Office of Agricultural Education  
369 South Warren Street  
P.O. Box 330  
Trenton, NJ 08625

1-877-AgEdFFA (243-3332)  
609-633-2421 (fax)  
[jerseyageducation.nj.gov](http://jerseyageducation.nj.gov)

### *IN COOPERATION WITH NEW JERSEY DEPARTMENT OF EDUCATION*

TO: Agriculture, Food and Natural Resources Educators/ FFA Advisors

FROM: Erin E. Noble, State FFA Specialist

CC: Nancy J. Trivette, Program Leader, Agricultural Education/ State FFA Advisor

DATE: September 1, 2016

RE: Program Affiliation Fees for 2016-2017

Submitting an FFA program roster in [www.ffa.org](http://www.ffa.org) and paying the program affiliation fee is a requirement to keep your chapter in “good standing” with the New Jersey FFA Association and retain your chapter's charter. Your cooperation in submitting rosters on time is appreciated. Last year, New Jersey's membership was 2,421.

### ***WHAT DO I DO BEFORE COMPLETING MY PROGRAM ROSTER?***

A signed Program Affiliation agreement must be submitted by September 30. Before the state office can process program rosters, a signed agreement must be received. This agreement can be found in the 2016-2017 Program Affiliation Handbook on the Ag Education Bulletin Board.

### ***HOW DO I COMPLETE MY PROGRAM ROSTER?***

All program rosters will be entered using [www.ffa.org](http://www.ffa.org) (also known as myFFA). myFFA is a nationwide system designed to help FFA members document their education achievements, create robust portfolios and pursue scholarships and employment opportunities. You can get program roster Help Guides by visiting <https://www.ffa.org/how-to-guides> (must be logged in). Program rosters will not be accepted unless all required fields are complete – first name, last name, address, city, state, zip, grade, birthday, email, etc. for each student.

### ***WHEN ARE PROGRAM ROSTERS DUE?***

Program Rosters must be submitted to the state by November 1. If you are on block scheduling, you can add your second semester students by March 1. Don't forget to include students who have recently graduated and want to maintain their FFA membership in order to be eligible to receive scholarships, proficiency awards and higher FFA degrees. As a reminder, ALL of the agricultural education students enrolled in your program should be entered into the system. This will allow FFA opportunities for every student in every classroom every day.

### ***IS GRADUATE MEMBERSHIP ALUMNI MEMBERSHIP?***

No. Graduate FFA membership after high school graduation is not alumni membership. Anyone can be an FFA Alumni member, prior to or after graduation. Alumni membership is paid to an Alumni affiliate or state Alumni association, which is separate from state and national FFA membership. Alumni membership information can be found at

[http://www.jerseyageducation.nj.gov/agriculture/ag\\_ed/ffa/partners/AlumniBro.pdf](http://www.jerseyageducation.nj.gov/agriculture/ag_ed/ffa/partners/AlumniBro.pdf). In addition, there is a no-cost Associate Membership option which grants membership to recently graduated FFA members for up to five years. Advisors must advance students to Alumni through the program affiliation system. Please see the help guide at [https://www.ffa.org/sitecollectiondocuments/alum\\_res\\_mar Updating address.pdf](https://www.ffa.org/sitecollectiondocuments/alum_res_mar Updating address.pdf) for help advancing students to Alumni.

### ***WHAT IF OUR SCHOOL IS ON BLOCK SCHEDULING?***

It is recommended that you COMPLETE and submit your program roster for the first semester by the November 1 deadline. You should then submit additional students by March 1.

### ***HOW DO I ADD STUDENTS ONCE MY PROGRAM ROSTER HAS BEEN SUBMITTED?***

If you have additional students to add once your program roster has been submitted, simply add the students to the program roster in [www.ffa.org](http://www.ffa.org).

### ***HOW MUCH DOES IT COST?***

Please reference the Program Affiliation Handbook for fee structure -

[http://www.jerseyageducation.nj.gov/agriculture/ag\\_ed/ffa/convention/16-17NewJerseyFFAAffiliationHandbook.pdf](http://www.jerseyageducation.nj.gov/agriculture/ag_ed/ffa/convention/16-17NewJerseyFFAAffiliationHandbook.pdf)

### ***WHAT OPTIONS ARE THERE FOR MIDDLE SCHOOL FFA CHAPTERS?***

- No Affiliation – pay \$13/member (no option for basic, blue, or gold packages)
- Affiliate according to 2015-2016 student enrollment numbers for full access benefits

### ***CAN I CHANGE MY PROGRAM ROSTER AFTER SUBMITTING IT?***

Members can be added and address corrections made through [www.ffa.org](http://www.ffa.org), however, members cannot be deleted after the program roster has been submitted.

### ***WHAT IF I DON'T SUBMIT THE PROGRAM ROSTER AND FEES BY NOVEMBER 1, 2016?***

**Chapters not submitting program rosters and fees by November 1 cannot submit other state registrations, participant lists, or applications unless accompanied by the program affiliation.** For example, participant lists will not be accepted for the Horticultural Exposition, Advocacy and Legislative Leadership Day, Fall/Spring CDEs or State Convention without your chapter's membership dues being paid. *If program affiliation payment and program roster is not received by January 31, there will be a \$75 fee charged for overdue program roster and payment.*

*"The New Jersey FFA Association is a resource and support organization that does not select, control or supervise local chapter or individual member activities except as expressly provided for in the state FFA constitution, bylaws or policies."*

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